



Registration Form

For More Information Please Call 425-556-2300 • Fax 425-556-2303

Mail to: Redmond Parks & Recreation, MS: ORSPK, P.O. Box 97010 • Redmond, WA 98073-9710
Make checks payable to City of Redmond (Only one family per form. Photocopies are accepted.)

OFFICIAL USE

Ck _____

Cash _____

CC _____

Credit _____

Staff _____

NAME

Adult Last: _____

First: _____

Evening phone: (____) _____

Day phone: (____) _____

Mailing Address: _____

E-mail: _____

City: _____ State: _____ Zip: _____

Name of Adult working in city limits: _____ and _____

Work phone: (____) _____

PARTICIPANT NAME	M/F	CHILD BIRTHDATE	CLASS #	PROGRAM NAME	FEE	ALTERNATE CLASS # & NAME

Total \$ _____

If your first choice is full, you will automatically be registered in your alternate. Please check your confirmation card.

I hereby authorize the use of photographs and/or videotapes of my child/children/ward, or myself as part of the City of Redmond promotions. If you do not want your photos or videos published, please notify your instructor on the first day of class.

Credit Card Information:



☐ VISA ☐ MC

Card No. _____

Exp. Date _____ Signature _____

Signature(s) _____

Date _____

Withdrawal, Transfer & Refund Policies

Program Satisfaction Guarantee:

Your satisfaction in our programs is guaranteed. If you are not completely satisfied with any class or program, you may request a refund in writing prior to completion of the class or program session. Email requests may be sent to recreationrefunds@redmond.gov.

Don't Let a Good Program Die!

By withdrawing from a class several days prior to its start date, you help us provide better customer service. We are better able to either fill your spot or notify other registrants in a timely manner that the class is cancelled due to low enrollment.

Withdrawal/Refund Guidelines: Classes, Trips & Programs

Withdrawal

More than seven days before start date...90% Refund

Less than seven days before start date50% Refund

Cancelled Class.....100% Refund

Special refund requests will be considered on a case-by-case basis. If you find it necessary to withdraw due to serious circumstances that affect your class participation, please direct your request in writing to the Business Administrator. Requests may be sent by email to recreationrefunds@redmond.gov.

Events/Tickets Purchases:

No ticket refunds. Event takes place rain or shine.

Farrel-McWhirter Preschool Refund Policy:

Please see Preschool Parent Guide, available at the Recreation office.

Facility &/or Field Rentals:

Cancellation and/or changes on facility or field rentals are subject to policies and fees noted on the Rental contract. Please contact our rental coordinator for more information at 425-556-2386 for specific policies.